

**Policy 4119.22: Dress And Grooming**

**Status: ADOPTED**

**Original Adopted Date:** 07/01/2004 | **Last Revised Date:**  
10/01/2019 | **Last Reviewed Date:** 10/01/2019

The Governing Board recognizes the importance of keeping confidential information confidential. Staff shall maintain the confidentiality of information acquired in the course of their employment. Confidential/privileged information shall be released only to the extent authorized by law.

**Disclosure of Closed Session Information**

An employee shall not disclose confidential information acquired by being present during a closed session to a person not entitled to receive such information, unless the Board authorizes disclosure of that information. (Government Code 54963)

Confidential information means a communication made in a closed session that is specifically related to the basis for the Board to meet lawfully in closed session. (Government Code 54963)

An employee who willfully discloses confidential information acquired during a closed session may be subject to disciplinary action if he/she has received training or notice as to the requirements of this policy. (Government Code 54963)

The Superintendent or designee shall provide all employees who attend closed sessions a copy of this policy. New employees who may attend closed sessions shall also receive a copy of this policy.

The district shall not take disciplinary action against any employee for disclosing confidential information acquired in a closed session, nor shall the disclosure be considered a violation of the law or Board policy, when the employee is: (Government Code 54963)

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1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a Board action that has been the subject of deliberation during a closed session
  2. Expressing an opinion concerning the propriety or legality of Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action
  3. Disclosing information that is not confidential
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**Other Disclosures**

An employee who willfully releases confidential/privileged information about the district, students or staff shall be subject to disciplinary action.

No employee shall disclose confidential information acquired in the course of his/her official

duties. Confidential information includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the employee.

Any action by an employee which inadvertently or carelessly results in release of confidential/privileged information shall be recorded, and the record shall be placed in the employee's personnel file. Depending on the circumstances, the Superintendent or designee may deny the employee further access to any privileged information and shall take any steps necessary to prevent any further unauthorized release of such information.

<b>State</b>	<b>Description</b>
Ed. Code 35160	<a href="#">Authority of governing boards</a>
Ed. Code 35160.1	<a href="#">Broad authority of school districts</a>
Gov. Code 12926	<a href="#">Definitions</a>
Gov. Code 12940	<a href="#">Unlawful discriminatory employment practices</a>
Gov. Code 12949	<a href="#">Dress standards; consistency with gender identity</a>
Gov. Code 3543.2	<a href="#">Scope of representation</a>
<b>Management Resources</b>	<b>Description</b>
CA Civil Rights Department Publication	<a href="#">The Rights of Employees Who Are Transgender or Gender Nonconforming: Fact Sheet, November 2022</a>
Court Decision	<a href="#">Domico v. Rapides Parish School Board (5th Cir. 1982) 675 F.2d 100</a>
Court Decision	<a href="#">East Hartford Education Assn. v. Board of Education (2d Cir. 1977) 562 F. 2d 856</a>
Court Decision	<a href="#">Finot v. Pasadena Board of Education (1967) 250 Cal.App.2d 189</a>
Court Decision	<a href="#">San Mateo City School District v. PERB (1983) 33 Cal. 3d 850</a>
Public Employment Relations Board Decision	<a href="#">Inglewood United School District (1985) 10 PERC P17, 000</a>
Public Employment Relations Board Decision	<a href="#">Santa Ana Unified School District (1998) 22 PERC P29, 136</a>
Website	<a href="#">CSBA District and County Office of Education Legal Services</a>
Website	<a href="#">California Public Employment Relations Board</a>
Website	<a href="#">California Civil Rights Department</a>
<b>Code</b>	<b>Description</b>
0410	<a href="#">Nondiscrimination In District Programs And Activities</a>
0415	<a href="#">Equity</a>
4030	<a href="#">Nondiscrimination In Employment</a>
4030	<a href="#">Nondiscrimination In Employment</a>
4112.21	<a href="#">Interns</a>
4112.21	<a href="#">Interns</a>
4118	<a href="#">Dismissal/Suspension/Disciplinary Action</a>
4118	<a href="#">Dismissal/Suspension/Disciplinary Action</a>
4119.11	<a href="#">Sex Discrimination and Sex-Based Harassment</a>
4119.11	<a href="#">Sex Discrimination and Sex-Based Harassment</a>
4119.21	<a href="#">Professional Standards</a>
4119.21-E(1)	<a href="#">Professional Standards</a>
4119.25	<a href="#">Political Activities Of Employees</a>
4119.25	<a href="#">Political Activities Of Employees</a>
4218	<a href="#">Dismissal/Suspension/Disciplinary Action</a>
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